



Steven L. Beshear
Governor

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Tim Longmeyer
Secretary

MEMORANDUM

PERSONNEL MEMO 11-23

TO: Cabinet Secretaries
Agency Heads
Human Resource Administrators

FROM: Tim Longmeyer, Secretary *TML*

DATE: November 23, 2011

SUBJECT: Early Payroll Distribution

Governor and Mrs. Beshear would like to extend their sincere wishes that all state employees and their families enjoy a wonderful holiday season.

Additionally, Governor and Mrs. Beshear recognize the long-standing tradition of paying each state employee prior to the Christmas Holiday. To that end, Governor and Mrs. Beshear would like to carry on this tradition by authorizing all personnel departments to issue its employees' final December paychecks prior to the Christmas Holiday.

Each state employee will therefore receive his or her paycheck (or direct deposit if applicable) for the pay period ending December 15, 2011, on December 22, 2011.

If you have any questions, please contact my office.



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